



CITY OF ATLANTA

Job Announcement

FINANCIAL ANALYST

STARTING SALARY: \$36,102
Salary Grade 17

Applications Accepted From: February 9, 2005 until February 23, 2005

Minimum Job Requirements

Persons applying must have a Bachelor's degree in accounting, finance, business/public administration or related field and two years of progressively responsible experience in accounting, financial analysis, or budget management. Equivalent combination of training and experience will be determined under prescribed guidelines.

Duties of the Job:

This employee reviews operating fund revenue and expense accounts; Prepares variance reports; Performs reconciliation of debt service payments, Oracle and MARSG cash receipts and revenue; Prepares journal entries; Resolves and responds to customer inquiries regarding cost recovery and rates charges; Reviews monthly financial reports; Creates ad hoc reports and assists in the development of financial reports.

To Apply For This Job

Applications will be accepted weekdays during the hours 8:30 a.m. - 4:30 p.m., Monday through Friday
Apply at: Department of Human Resources, 68 Mitchell Street S.W., Suite 2107 Atlanta, GA 30303
Phone: (404) 330-6369 www.atlantaga.gov FAX: (404) 658-6157

Affirmative Action/Equal Opportunity Employer

The City of Atlanta is an Equal Opportunity Employer and does not discriminate on the basis of Race, Sex, Age, National Origin, Religion, Sexual Orientation, Gender Identity or Physical/Mental Disability (Except where physical requirements constitute a bona fide occupational qualification.)

APPLICANTS WHO MEET THE ABOVE REQUIREMENTS ARE PLACED ON THE ELIGIBLE REGISTER IN THREE CATEGORIES: QUALIFIED, WELL QUALIFIED, HIGHLY QUALIFIED

The hiring authority will contact only those applicants they deem most appropriate for the position. Letters will not be mailed to individual job applicants.

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